

Artist Career Advancement Grants

Artist Career Advancement Grants is a program designed to assist practicing, professional and emerging Arizona-based artists or a group of artists with specific career advancement and skill building opportunities that further their work and careers. The intent of this program is to support producing, presenting, or educational opportunities for which artists can make a compelling case as to how the identified opportunity will substantially impact their career. Subject to approval, Artist Career Advancement grants are awarded up to \$750. When possible, requests will be funded at the full amount. Applications may be received for in-state, out-of-state, or international opportunities.

Examples of types of requests include, *but are not limited to*:

- ~~✍~~ Fees for consultancies in an area of career development.
- ~~✍~~ Study with a mentor.
- ~~✍~~ Attendance at a workshop/festival/conference/institute/short-course/retreat/residency/master class/seminar that enhance the artistic or business aspect of the artist's career.
- ~~✍~~ Participation in a performance, festival, reading, or exhibition opportunity of significance.
- ~~✍~~ Exposure of the artist's existing work to a broader public or attendance at events where you have the chance to expose your work to presenters, agents, or a unique audience.
- ~~✍~~ Preparation of artist portfolios, work samples, marketing materials, or websites.
- ~~✍~~ Notification to collectors, curators, presenters, or the public of a major show where your work will be shown.

The program complements the existing programs for artists through the Arizona Commission on the Arts: such as the [Professional Development Grants](#) (generally for attendance at out-of-state educational opportunities such as conferences or workshops) and [Artist Project Grants](#) (for research and development towards the creation of new work). If you have questions contact a Program Director in your [discipline](#).

There is NO application deadline. Applications will be accepted after July 1, 2007. Proposed activities must conclude no later than June 30, 2008. Applications are accepted until grant funds are expended (\$5,000 for fiscal year 2006-2007). As this is a new program and still in development, it is recommended that you submit your application early—even if your project will take place later in the year.

AMOUNT OF GRANT

- ?? An artist may request grant support up to \$750. No matching funds are required. The number of grants awarded is dependent on the amount of funds available. At this time we expect to allocate \$5,000 for 2007 – 2008.
- ~~✍~~ If total project expenses exceed \$750, the applicant **must** identify all other sources of revenue towards the budget.
- ~~✍~~ Only one request per applicant may be funded per fiscal year (the Commission's fiscal year starts on July 1 and ends on June 30.)

ELIGIBILITY

This category is for individual artists. Organizations are not eligible to apply. Artists may request funds for an opportunity that will benefit a group of artists; however, the applicant must reflect that the planning has been done as a group.

At the time an application is submitted and the award is announced, the applicant:

- ~~✍~~ must be 18 years of age or older.
- ~~✍~~ must be a resident of Arizona.
- ~~✍~~ may not be a full time student.

The program *will not fund* applicants:

- ~~✍~~ who are full-time students or those requesting support for an academic degree program.
- ~~✍~~ who have received funding from this program in the past fiscal year.
- ~~✍~~ who are seeking reimbursement of fees already incurred.
- ~~✍~~ who are applying as an organization.
- ~~✍~~ who have received funding for the same activity through the Commission's Professional Development or the International Exchange programs.

SELECTION PROCESS

After an application is received it is reviewed according to the criteria, a recommendation is made and the applicant is notified by mail. Applications will be reviewed approximately every six weeks.

EVALUATION CRITERIA

Applications are evaluated based on artistic quality and the potential impact of the activity on the artist's professional career. Because your application will compete with other proposals, be sure to address as many points under each criterion as possible in your application.

Artistic Merit

- ~~✍~~ Qualifications, background, commitment and experience of the applicant artist as demonstrated on submitted resume or bio.
- ~~✍~~ Quality and appropriateness of the career advancement opportunity as articulated in the grant narrative and as demonstrated through the brochure/schedule/invitation.

Career Impact

- ~~✍~~ Potential for project to move artist to next stage of career.
- ~~✍~~ Demonstrated commitment by the artist to develop and implement the training/skills—i.e., follow-up on opportunity.

Planning

- ~~✍~~ Clearly defined need for the artistic or business skill.
- ~~✍~~ Quality of planning for the project, including the impact of the proposed project on the artist(s).

Budget

- ~~☒~~ Appropriateness of the costs associated with the project.
- ~~☒~~ Appropriate use of grant funds.
- ~~☒~~ Balanced and accurate budget.

OTHER REQUIREMENTS

Recipients **are** required to file a final report within 30 days of the completion of the activity.

For more information or assistance, contact: Jaya Rao at <mailto:jrao@azarts.gov> or at 602.771.6532.

ADDITIONAL RESOURCES

To learn about other opportunities for artists through the Commission our website at <http://www.azarts.gov/artists/opportunities.htm>.

The Phoenix Office of Arts and Culture also administers an Artist Career Development funding program for Phoenix-based artists. To find out more, visit the website at www.phoenix.gov/arts.

The Tucson Pima Arts Council offers Technical Assistance Mini Grants in five categories. To find out more, visit www.tucsonpimaartscouncil.org/programs/grants.html.

Artist Career Advancement Grants Application Instructions

There is NO application deadline. Applications will be accepted after July 1, 2007. Proposed activities must conclude no later than June 30, 2008. Applications are accepted until grant funds are expended (\$5,000 for 2006 – 2007).

Applicants must submit the following:

1. Complete **Artist Projects Application Form**: Type your application form in the spaces provided. Use 12 pt. type. Application forms can be downloaded from the website at: <http://www.azarts.gov/qtg/ACAGapp.pdf> or call 602.771.6582 if you need assistance.
2. Submit one copy of your **Project Narrative** (see below for project narrative content). To ensure fairness, clarity, and readability, it is important to submit your narrative in the following format: Maximum length is 2 one-sided pages. Type on 8½" x 11" paper. Use 12 pt. type/font. Use 1" margins. Your name should appear on each page.

Project Narrative Content

?? **Project Description** – Describe the project (e.g., activity, opportunity, event) and how it responds to your artistic or business needs. Clearly state how the grant funds will be used. Clearly state the timeline for the project.

?? **Impact** – Explain what you hope to gain from the project and how it will impact and aid the advancement of your career.

?? **Planning** – Describe all activities and planning necessary to prepare for the project. Describe all post-project activities necessary to implement the skills or knowledge.

3. Complete the **Budget** form.
4. **Résumé and Short Bios**: Attach a resume for the applicant. If possible, also attach brief bios for any consultants, workshop or master-class presenters.
5. **Brochure/Schedule/Invitation** - Attach a brochure/schedule/letter of invitation or other information materials related to workshops, master-classes, festivals or events. Include no more than 3 examples.
6. Submit at least six weeks in advance of the opportunity, one completed application in hard copy with original, handwritten signature, and any attachments to:

Arizona Commission on the Arts
Artists Career Advancement Program
417 W. Roosevelt St.
Phoenix, Arizona 85003-1326

7. Retain a copy for your own files. Submitted materials will not be returned

Artist Career Advancement Grants Application Instructions Continued

8. DO NOT send artwork samples.
9. DO NOT tape, staple, bind, or glue anything to your application.

Applications that do not follow these guidelines will NOT be processed.

Artist Career Advancement Grants Application Form

TYPE OR PRINT ALL INFORMATION IN THE SPACES PROVIDED.

Applicant
Name

Address

City _____ State _____ Zip _____

Mailing
Address

City _____ State _____ Zip _____

County _____

Day Phone _____ Evening Phone _____

Fax _____ E-mail _____

Proposed Activity Dates: Start _____ End _____

I certify that all statements made in this application are true to the best of my knowledge and in accordance with the eligibility criteria for this program. I am 18 years of age or older. I am NOT enrolled for more than three credit hours at a college or university. I am a resident of Arizona.

Applicant Signature

Date

Artist Career Advancement Grants Budget Form

Outline below the budget for the specific project described in this application. Itemize expenses in each category in the space provided. Please round amounts to the nearest dollar.

EXPENSES

1. Registration Fees/Consultant Fees	\$ _____

2. Production/Exhibit Expenses	\$ _____

3. Space Rental	\$ _____

4. Travel	\$ _____

5. Marketing/Promotion	\$ _____

6. Other Expenses	\$ _____

7. Total Cash Expenses (Total Items 1 thru 6)	\$ <u>0</u>

REVENUE

8. Income (please itemize)	\$ _____

9. Applicant Cash	\$ _____
10. Cash Income <u>Without Grant*</u> (Total items 8 thru 9)	\$ <u>0</u>
11 ACA Grant Amount Request	\$ _____
16 Total Cash Income (Total Items 10 and 11)	\$ <u>0</u>

Artist Career Advancement Grants Checklist

APPLICATION CHECKLIST

- ☐ Application Form
- ☐ Project Narrative (maximum 2 one-sided pages)
- ☐ Budget Form
- ☐ Résumé of artist and Short Bios of consultants or workshop presenters
- ☐ Brochure/Schedule/Invitation

Submit one completed application in hard copy with original, handwritten signature, and attachments to:

**Arizona Commission on the Arts
Artists Career Advancement Program
417 W. Roosevelt St.
Phoenix, Arizona 85003-1326**

This document is available in alternative formats by contacting
the Arts Commission at (602) 771-6501.